



## *The Village of Biscayne Park*

600 NE 114<sup>th</sup> St., Biscayne Park, FL 33161

Telephone: 305-899-8000 Facsimile: 305 891 7241

**DATE:** March 6, 2020

**TO:** Mayor and Commissioners

**FROM:** David Hernandez, Acting Village Manager

**RE:** Village Update

Mayor and Commissioners:

Below are a few dates to note:

- **Commissioner Kennedy is happy to meet with residents at the Rec Center every Saturday from noon to 1:00PM. Additionally, on Wednesdays at 7:00 AM he invites all to join him for a morning "Walk & Talk."**
- **The regular commission meeting was held on March 03, 2020 at 640 NE 114 ST, log cabin at 7:00PM.**

### **VILLAGE MANAGER:**

- The manager continues to work with the Village Attorney with items that were presented in the special commission meeting of February 11, 2020. Working with the clerk to prepare a draft for the upcoming commission meeting set forth on March 3, 2020.
- Met with Commissioners and the Mayor to discuss issues that pertain to the Village
- Attended meeting County-Led Minicipal Coronaviru Planning Meeting where only mayors and managers from all municipalities attended.
- Held staff meeting with different department heads.
- Working with the Clerk and the Attorney presently in draft form agenda, village commission directives from the March 4, 2020 commission meeting in preporation for the Macrh 18, 2020 commission meeting.
- Working with the Code Enforcement Officer to stream line procedures.
- Attended meeting with Miami Dade League Of Cities.
- Working on CITT response letter reference to audit.



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- Worked on preparation with Clerk and Attorney for the March 3, 2020 commission meeting.
- Met with several residents in reference to outstanding liens at various properties.

### **VILLAGE CLERK:**

- Regular personnel issues – FMIT/Workers Compensation, payroll processing, respond and mitigate FRS employee access.
- Preparing for Regular Commission meeting of March 03, 2020.
  - Agenda preparation.
  - Compiling applications for Board Members and applicants to qualify for:
    - Parks & Parkway Advisory Board
    - Public Art Advisory Board
    - Public Safety Advisory Board
  - New and Continuous members were selected and appointed at the Commission meeting of March 03, 2020.
  - Updating the entire Agenda as changes occurs.
  - Working with Interim Village Attorney for the revision and insertion of final documents on the Agenda.
  - Attended Commission meeting of March 03, 2020.
- Special Election
  - Sending a payment to the Florida Elections Commission.
  - Returned bond of political signs for the candidate.
- Working with Miami-Dade Department of Elections on the Presidential Primary Election on March 17, 2020.
- Answered public records requests in queue.  
To date: 2020-038
- Continue to work with FMIT re: workers compensation, pending claims and legal issues.
- Working with Volunteer Linda Dillon on annual Landlord Permit Notifications.
- Continuously updating Village's website and sending e-mail blast for the Village of Biscayne Park.



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### FINANCE:

Working with auditors on preliminary requests for information for the 2019 audit.

### CODE:

#### Enforcement procedural totals:

Closed cases:	11
New Cases opened:	16

#### New violation cases:

Junk/Abandoned:	2
Overgrown Property:	3
Permit Required:	4
Property Maintenance:	1
Roof Cleaning:	6

### BUILDING:

#### Total permits issued:

Building:	1
Mechanical:	1
Electrical:	1
Plumbing:	1

“ The State of Floodplain Management Office (SFMO) is pleased that the Village of Biscayne Park has completed the work needed to close the Community Assistance Visit (CAV) report we transmitted to the Village on September 30, 2019. The village has resolved concerns identified by the SFMO which confirms that the Village effectively implements its floodplain management program. **The SFMO is advising FEMA that the Village has a compliant floodplain management program and is deemed eligible to continue participating in the National Flood Insurance Program.** “ This task was handled by the Building Coordinator/Floodplain Administrator Jean Paul Elie. The CAV was closed on January 7<sup>th</sup>, 2020 which allows the Village to participate within the Community Rating System (CRS). The Floodplain Administrator and the Village Manager will be in contact with the ISO/CRS Technical Coordinator to initiate the CRS program for the Village of Biscayne Park.



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### **Police Department's Statistics for the Period**

**Total Cases: 13**

#### **Total Cases by Category:**

Alarms:	2
Assists other Police Agencies:	6
Sick/Injured/Vehicle:	2
Suspicious Person/Vehicle:	1
Information/Non-Criminal Investigations:	2
Repossession:	0
Residential Burglary:	0
Vehicle Burglary:	0
Domestic Battery:	0
Hit and Run:	0
Traffic Crash:	0
Grand Theft:	0
Stolen Vehicle:	0
Petit Theft:	0
Missing Person:	0
Criminal Mischief: Vehicle	0
Narcotics Arrest:	0
Fraud:	0
Identity Theft:	0
Traffic Arrest:	0
Traffic Citation Issued	52
Traffic Warning	9

#### **Significant Activities:**

- No major incident or significant calls for service within this week.
- Commander Wollschlager applied for Department Accreditation with The Commission for Florida Law Enforcement Accreditation.
- Police Department is monitoring the Coronavirus via Miami - Dade County Mayors Office, in conjunction with Miami - Dade Health Department and their E.O.C staff. We are in constant communication and being updated on the issue.
- Weekly traffic enforcement: Police officers continue to conduct "Traffic Enforcement / Speed Measuring traffic details" on NE 6 Avenue between NE 121-113 Street, between 940-942 on NE 108 Street (blind curve), and on NE 10



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Avenue between NE 119-121 Street, to detour speeders within our village. The village has three motormen and several officers RADAR (speed measuring device) certified.

- Continued directed patrol initiative for all our officers to proactively prevent vehicle larceny throughout our village. "No reported incidents"
- All officers have been advised to continue to inform the village residents to lock their cars when left unattended and overnight.
- **Received several praises from our village residents that our patrol during shifts has been noted.**
- Currently working on renewing a few mutual aid agreements with different police departments.
- Currently in the process of acquiring Taser's for full and part-time law enforcement personnel.
- **Addressed recent traffic complaints on Northeast 9th Avenue and found no violators. Officers will continue to monitor Northeast 9th Avenue for a month.**

### **PARKS & RECREATION:**

- Spring Special Events coordination and ground work.
- The Rec manager met with Osher Lifelong Learning Director to discuss upcoming classes and programming.
- The Rec manager worked with Public Works to coordinate continued tree trimming in playground areas.
- The Rec manager completed grounds inspection walkthrough.
- The Rec manager met with surfacing company to receive quotes for re-mulching of playgrounds.
- Staff completed the daily disinfecting of the building.
- Civic Club Meeting set for Saturday, April 18<sup>th</sup>, 8:00 PM.
- Spring Egg Hunt set for Saturday, April 11<sup>th</sup>, 10:00 AM.
- Weekly grounds and building maintenance.



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### **PUBLIC WORKS:**

- Daily and weekly maintenance.
- «Watered» - butterfly park NE 114th street, landscape adjacent Village hall, the landscape at the bridge east side and west side.
- Resumed stripping the parking lot lines at the log cabin. (Completed)
- Did a sprinkler head check at the Rec Center, (making sure all sprinkler heads are working).
- Coordinate with Rec Manager Issa and did some tree trimming (Pruning) in the tot lot and the big kid's playground.
- Sprayed the weeds in the baseball diamond at the Rec Center.
- Started stripping the parking lot lines at the Rec Center.
- «Note» - on (3/4/20) Derrick, Early, Roly and I (John) meet at the bridge on NE 6th avenue so I (John) can explain why and how we (PW) need to water the landscape at the bridge east and west side.
- Set up and prepare for a monthly commission meeting.
- Painted strips on the steps for the Log Cabin.
- Continued with the paint touch up inside the Police Department.
- Repositioned the location of where the posts for our event banners will be placed.

**Wishing everyone a great weekend!**